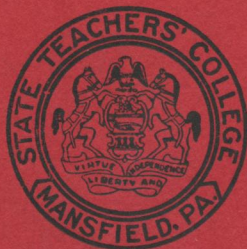


# STUDENT HANDBOOK

1938 - 1939



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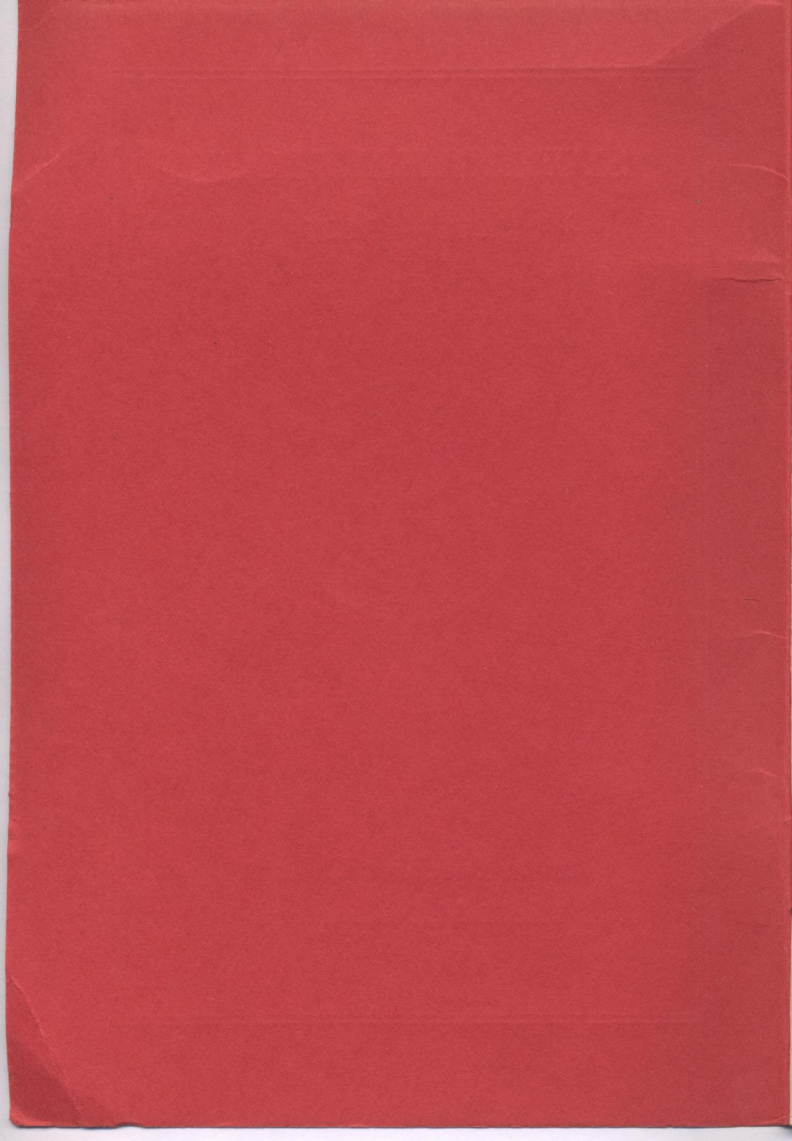
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State Teachers College

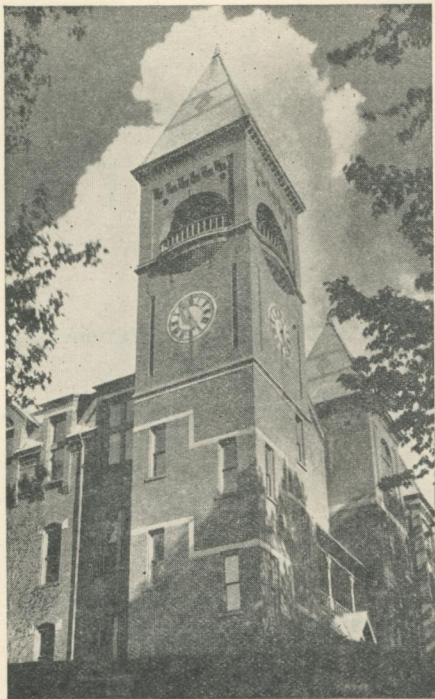
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**CLASS SCHEDULE  
FIRST SEMESTER**

Hours	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.
8:00-9:00						
9:00-10:00						
10:00-11:00						
11:00-12:00						
1:00-2:00						
2:00-3:00						
3:00-4:00						

**TO THE CLASS OF 1942**

The members of the Men's and Women's Councils welcome you to Mansfield State Teachers College and hope that here, in the realization of your desires, you will share and enrich the ideals and traditions which have made students for seventy-six years proud of this College.

## FOREWORD

Mansfield State Teachers College exists to educate men and women to be worthy teachers. In order to make possible the development of character necessary for the achievement of this purpose, the College has entrusted to the students a share in their government. For that reason, each student on registration at Mansfield automatically becomes a member of the Students' Cooperative Government Association, accepting its obligations and its responsibilities as well as its privileges.

Whenever a number of people live together there must exist some form of social control or government. Accordingly, the regulations which govern the Students' Cooperative Government Association are intended to promote the best possible life for the College community. These regulations, as set forth in this handbook, are subject to change as College opinion develops; but until such changes have been formally made, each student is required in the spirit of honor to keep them.



## THE CAMPUS

Mansfield State Teachers College is located in Northern Pennsylvania, in the region known to an earlier people as "The Garden of the Six Nations." Its campus, overlooking the town of Mansfield, comprises approximately fifty acres.

**North Hall**, the central building on the campus, is a combined women's dormitory and administration building. In it are located dormitory accommodations for women faculty members and students; the offices of the President, the deans, and the business staff; the dining hall, the kitchens, and the bakery; reception and conference rooms; the Campus Book and Supply Store; and recreation and music-practice rooms.

**South Hall**, occupying the site of the original Mansfield Classical Seminary, is a combined men's dormitory and library building. In it are located dormitory accommodations for men faculty members and students; the office of the Dean of Men; assembly, recreation, and music-practice rooms; and the Library, which occupies the entire ground floor.

**The Library** is composed of a large reading room and an adjoining reference and reserve room. A circulating collection of 20,000 volumes is housed in the former; general reference material and special groups of books designated by instructors, in the latter. With the exception of the reserve collection, all books are on open shelves and may be consulted freely by students. Under liberal regulations, all may be drawn from the Library.

**Alumni Hall**, with its traditional Clock Tower, is an instructional building. One of the oldest structures on the campus, the building is distinguished not only for its academic usefulness, but also for its historical interest.

**The New Home Economics and Music Education Building**, one of the recent plant additions under the General State Authority, is a modern structure con-

taining adequate equipment in the specialized fields of Home Economics and Music Education. Classrooms, conference rooms, laboratories, and administrative quarters are located here.

**The Home Management Apartment** provides a model "home" situation, where groups of women students with a resident instructor live and work together as part of the course in Home Economics Education. Here, all the activities of a normal family in its own home are carried on by the students, who rotate in the capacities of hostess, waitress, cook, laundress, housekeeper, and house guest.

**The Science Building** affords space for chemical, physical, and biological laboratories; a large lecture room; a dark room; and stock and supply rooms. Offices of several instructors are located in this building.

**Straughn Hall**, the College auditorium, seats 1250 persons and is adequately equipped to further elaborate and exacting forms of theatrical endeavor. Installed in this building is complete sound-motion picture apparatus, as is a three-manual pipe organ. Situated here, also, are two of the Music studios.

**The New Gymnasium**, another recent addition under the General State Authority, provides facilities in the field of Physical Education. The structure contains offices for the directors of the department, a double floor where men's and women's activities may be carried on simultaneously, a modern swimming pool, locker and shower rooms, and other provisions necessary for a full Physical Education and athletic program.

**The Infirmary** is a student health center, advantageously set apart from the dormitories, containing the office of the Resident Physician, the apartment of the Resident Nurse, and rooms for the treatment of injury and illness. In connection with the Infirmary are Isolation Quarters for the care of students ill with contagious diseases.

**The Laundry** is completely equipped to care for the work of all students residing in the dormitories.

**The New Campus Elementary School**, another unit of the recent building program, provides a laboratory situation for prospective teachers of rural and elementary schools, grades one to six inclusive. In this building are found classrooms with observation booths; special Music, Cultural Art, and Industrial Arts quarters; a large gymnasium-auditorium; departmental offices; and clinical facilities.

**The Campus Junior High School** provides similar provisions for the prospective teacher of grades seven, eight, and nine. Here are located classrooms, laboratories, a library, mechanical and printing shops, a gymnasium, departmental offices, and clinical facilities.

**The Mansfield Senior High School**, in cooperation with the College, provides further opportunities for student observation and teaching. Here, supplementary work in specialized fields is made possible through vocational Agriculture and vocational Home Economics departments operated in accordance with the George-Deen vocational act.

**The YMCA Hut** is a bungalow devoted exclusively to the recreational and non-sectarian religious activities of the men. Here are located a large assembly and game room, which is provided with pool tables, a piano, a radio, and facilities for lounging and reading; a smoking room; and a small room for special meetings.

**The YWCA Rooms** are furnished and utilized in accordance with the ideals of this organization. A large assembly room, provided with a piano, a radio, and other recreational facilities, and a well-equipped kitchen make possible relaxation and good-fellowship for student groups.

**The President's Home**, a brick colonial structure situated at one edge of the campus, harmonizes with the buildings of the College proper.

## LOCATION OF CLASSROOMS

Classrooms designated by numerals:

2, 3, 4, 5, 6, 7 —Alumni Hall, First Floor  
15, 16 —Alumni Hall, Second Floor

Classrooms designated by letters:

C, E —South Hall, Second Floor  
F, G, H, I —Alumni Hall, Second Floor  
K, L, M, N —Temporary Buildings

Classrooms for special subjects:

Art —North Hall, Sixth Floor  
Biology —Science Building  
Chemistry —Science Building  
Clothing —North Hall, Sixth Floor  
Physics —Science Building



## THE WOMEN'S COUNCIL

President .....	Vera Harrison
Vice President .....	Ruth Ann Lawson
Recorder .....	Ethel Pinnock
Treasurer .....	Mavis Ford
Social Chairman .....	Gladyce Ganung
Secretary of Public Service.....	Eleanor Tretheway
Secretary of Industry .....	Elizabeth Davis
Chairman of Big Sisters .....	Helen VanDusen
Delegate-at-large .....	Janet Alger
Delegate-at-large .....	Beatrice Cleveland
Delegate-at-large .....	Paulyne Van Norman
Faculty Adviser .....	Miss Andrews

## THE MEN'S COUNCIL

President .....	Bennett Gardner
Vice President .....	Evo Baglini
Secretary .....	Robert Norris
Treasurer .....	Lewis Joseph
Athletic Chairman .....	Harry Cooley
Point-system Chairman .....	John Doane
Dormitory Chairman .....	Alden Bowser
Social Chairman .....	William Conner
Delegate-at-large .....	John Mahon
Faculty Adviser .....	Dr. Steele

**CONSTITUTION**  
of the  
**WOMEN STUDENTS' COOPERATIVE**  
**GOVERNMENT ASSOCIATION**  
of  
**MANSFIELD STATE TEACHERS COLLEGE**

ARTICLE I

Name

This Organization shall be called "The Women Students' Cooperative Government Association of Mansfield State Teachers College."

ARTICLE II

Purpose

The purpose of the Association is to help direct student activities and to maintain good order in the College community, especially by fostering the civic virtues of self-control, courtesy, cooperation, responsibility, and obedience to lawful authority.

ARTICLE III

Membership

All women students are members of this Association.

ARTICLE IV

Departments

Section 1. The Association shall carry on its work through the following departments:

- a. The Department of Industry.
- b. The Department of Public Service.

c. The Social Department

Section 2. The members of the Student Council sitting together shall constitute the legislative body of this Association.

ARTICLE V

General Officers

Section 1. Each year there shall be elected by this Association the following officers:

- a. A President.
- b. A Vice President.
- c. A Recorder.
- d. A Treasurer.
- e. A Secretary of the Department of Industry.
- f. A Secretary of the Department of Public Service.
- g. A Secretary of the Social Department.
- h. A Chairman of Big Sisters.
- i. A number of Delegates-at-large to represent the downtown students.

Section 2. The Dean of Women shall be a member ex-officio of all departments.

ARTICLE VI

Duties of General Officers

Section 1. The President shall (a) preside over all meetings of the Women Students' Cooperative Government Association; (b) preside over meetings of the Governing Council; (c) act as a member of the Advisory Council of the College.

Section 2. The Vice President shall act in the absence of the President, shall assist the President at all times, and shall act as Chairman of Dining Hall Hostess.

Section 3. The Recorder shall keep the minutes of the meetings of the Association and of the Governing Council, shall carry on the correspondence of the Association, and shall keep its records.



Section 4. The Treasurer shall receive all funds of the Association and shall pay all bills as directed by the Council.

Section 5. The Secretary of Industry shall be the executive head of all student affairs involving punctuality, attendance, study, and scholarship.

Section 6. The Secretary of Public Service shall be the executive of all student activities which pertain to the convenience of community living, including orderliness in and about the buildings, safety, lights, and care of mail.

Section 7. The Secretary of the Social Department shall be the executive head of extra-curricular activities, cooperating with the religious, literary, musical, and athletic organizations of the College. She shall also be concerned with the maintenance and improvement of order, self-control, and courtesy.

Section 8. The Delegates-at-large shall represent the downtown students and shall assist with the work of the three departments.

Section 9. The Chairman of Big Sisters shall hold meetings with the group during the College year to further an intelligent interest in freshmen.

## ARTICLE VII

### Floor Officers

Section 1. At intervals during each semester, a committee shall be appointed by the council members from each floor to serve in each of the two departments, the Department of Public Service and the Department of Industry.

Section 2. Committees to serve in the Social Department shall be elected for the academic year.

Section 3. For voting purposes the students of the Home Management Apartment shall be considered residents of the second floor of North Hall.

Section 4. Students living in the Home Management Apartment shall have a representative for the three departments.

## ARTICLE VIII

### Duties of Floor Officers

Section 1. The committees shall cooperate with the heads of their several departments in carrying out the work and maintaining the ideals of the departments.

Section 2. It shall be the right and duty of a committee member to see that the regulations of her department are observed by all students, whether they are members of her floor or not.

Section 3. The members of each department shall meet at least once a month.

## ARTICLE IX

### Governing Council

Section 1. The Governing Council shall consist of the President, the Vice President, the Recorder, the Treasurer, the Secretary of Industry, the Secretary of Public Service, the Secretary of the Social Department, the Chairman of Big Sisters, the Delegates-at-large, and the Dean of Women.

Section 2. The Governing Council shall have full power to see that the rules and regulations of the Association are kept.

Section 3. Complaints against any student thought to be guilty of violating any law of the College may be made to the secretary of the department affected.

Section 4. The department in which any offense is said to have occurred, shall, when necessary, state the case to the Governing Council, after which the accused student shall have the right to speak in her

own defense. The action of the Governing Council may extend to recommendation to the Dean of Women and the President of the College that the student be suspended or expelled.

Section 5 Written records of all offenses reported to the Governing Council shall be kept in the files of the Association.

Section 6. The Governing Council may appoint any additional officers who may be found necessary for the enforcement of law and the preservation of order.

## ARTICLE X

### Advisory Council

Section 1. The Advisory Council shall consist of the President of the Women Students' Cooperative Government Association, the President of the Men's Student Cooperative Government Association, the Dean of Women, the Dean of Men, the President of the College, or in his absence, the Dean of Instruction.

Section 2. The Advisory Council shall have the power to bring to the attention of the Governing Council any matter pertaining to student welfare which needs consideration and to act in an advisory capacity to the Governing Council.

## ARTICLE XI

### Right and Duties of Members

Section 1 . It shall be the right of every member of the Association to make suggestions to any officer for the improvement of the laws of the Association and for anything concerning the general welfare of the College.

Section 2. It shall be the duty of every member (a) to uphold the reputation of Mansfield State Teachers College through the exercise of cooperation, self-control, and courtesy; (b) to respect the author-

ity of all officers; and (c) to attend the meetings of the Association. Failure to do so shall be considered an offense.

## ARTICLE XII

### Qualifications for Office

Section 1. All candidates for membership in the Governing Council shall be: (a) students in good standing with honorable records for class attendance, conduct, and scholarship; (b) students who have evinced qualities of leadership and who stand for the best things in American citizenship and in College life; (c) in case of the President, an upper-classman.

Section 2. A candidate may be legally nominated for membership in the Governing Council after (a) her name, accompanied by the signatures of ten students, has been presented to the Council, and (b) the Dean of Instruction, the Dean of Women, the Dean of Men, and the President of the College have satisfactorily passed on her record.

Section 3. There shall be twice as many upper-classman as freshman representatives on the committee for each department.

## ARTICLE XIII

### Amendments

Amendments to this Constitution may be made at any time by the Association.

**CONSTITUTION**  
of  
**THE MEN STUDENTS' COOPERATIVE GOVERN-  
MENT ASSOCIATION**  
of  
**MANSFIELD STATE TEACHERS COLLEGE**

**ARTICLE I**

Name

The name of this organization shall be "The Men Students' Cooperative Government Association of Mansfield State Teachers College."

**ARTICLE II**

Membership

All regularly-enrolled men students of the College are members of this organization.

**ARTICLE III**

Organization

Section 1. All legislative power shall be vested in the assembly of the organization, a majority of which shall constitute a quorum.

Section 2. The executive power shall be vested in the Student Council.

Section 3. The Student Council shall delegate sufficient executive power to the Standing Committees for their successful functioning.

**ARTICLE IV**

Officers

Section 1. The officers of the Association shall be a President, a Vice President, a Secretary, and a Treasurer.

Section 2. The President and the Vice President shall be chosen from the third-year or fourth-year members of the Association, preferably from the fourth-year members.

Section 3. The Secretary and the Treasurer shall be chosen from the second-, third-, or fourth-year members of the Association.

Section 4. The regular elections shall be held the fifth week before the close of the College year.

Section 5. Nominations of officers shall take place during the week preceding election week. Nominations shall be by petitions circulated among the members of the Association. Fifteen signatures are the minimum for the consideration of a nominee. These nominations must be approved by the Student Council, the Dean of Instruction, the Dean of Men, the Dean of Women, and the President of the College.

Section 6. Election of all members of the Council shall be by secret ballot. Two tellers appointed by the Association shall count the votes in the presence of the Dean of Men.

Section 7. If necessary to elect a member of the Student Council at a time other than the regular election time, the announcement of such election shall be made at least one week prior to the election. Nominations and elections shall be carried on according to the provisions of Section 5 of this Article.

#### AMENDMENT TO ARTICLE IV

A downtown representative who moves into the dormitory is automatically dispossessed of membership on the Council.

#### ARTICLE V

##### Impeachment

It shall require the vote of the remaining eight members of the Student Council to impeach any member of the Council.

## ARTICLE VI

### Student Council

Section 1. The Student Council shall be composed of the officers of the Association and four other men elected from the second-, third-, or fourth-year students. The four members who are not officers shall become the chairmen of the following standing committees: House Committee, Intramural Athletic Committee, Social Committee, Downtown Representative Committee.

Section 2. The appointment of the four members to the chairmanship of the Standing Committees is made by the President of the Association.

### AMENDMENT TO ARTICLE VI

Section 1. One of the Downtown Representatives shall be a resident of Mansfield and shall be especially concerned with the interests of the full-time residents, who are also members of the Association.

Section 2. The other member shall be chosen from the group of part-time residents: i. e., students not living at the College.

## ARTICLE VII

### Duties of officers

Section 1. The duties of the President are as follows:

- a. To preside over all meetings of the Association.
- b. To preside over all meetings of the Student Council.
- c. To act as a member of the Advisory Council.
- d. To act as a member ex-officio of all committees.

Section 2. The duties of the Vice President are as follows:

- a. To act in the absence or incapacity of the President.
- b. To act as advisory chairman of the hosts in the Dining Hall.

Section 3. The duties of the Secretary are as follows:

- a. To take minutes of all meetings.
- b. To take care of all correspondence of the Association.
- c. To send council notices and summons to members.
- d. To act as Student Council reporter for the Flashlight.

Section 4. The duties of the Treasurer are as follows:

- a. To act as chairman of the Ways and Means Committee.
- b. To handle the funds of the Association.
- c. To record and report all business of the Association.

## ARTICLE VIII

### Functioning of Committees

Section 1. The House Committee is concerned with the maintenance of sanitary conditions in the buildings, particularly the dormitory; with the enforcement of the lighting regulations; and with the operation of a "Lost and Found Bureau" through the medium of the Bulletin Board.

Section 2. The Intramural Athletic Committee is concerned with the organization and control of class and floor athletic contests. It cooperates with the officers of the "M" Club in promoting College spirit and support of athletics, and formulates the regulations



concerning the awarding of numerals for intramural sports.

Section 3. The Social Committee, in collaboration with the Social Committee of the Women Students' Cooperative Government Association, is concerned with planning the social and cultural activities of the year.

Section 4. The Ways and Means Committee is concerned with the raising of funds for effective administration of the activities and policies of the Association. The committee has charge of the sale of the Freshman caps and the publication of the Student Handbook.

Section 5. The Downtown Delegates represent the members of the Association not living at the College.

## ARTICLE IX

### By-Laws

Section 1. By-laws shall be those regulations which directly explain, enlarge, or interpret the Articles of the Constitution.

Section 2. By-laws of the Association may be adopted as follows:

- a. By order of the President of the College.
- b. By a majority vote of the Association at a meeting at which at least a quorum is present.

## ARTICLE X

### Amendments

Section 1. Amendments to this Constitution may be effected as follows:

The amendment first shall be approved by the Student Council, the Dean of Instruction, the Dean of Men, the Dean of Women, and the President of the College. It then shall be submitted to the Association at a meeting at which at least a quorum is

present. A favorable three-fourths vote of the group shall be sufficient to incorporate the amendment in the Constitution.

## ARTICLE XI

### Standing Regulations

Section 1. Standing regulations shall include dormitory rules, social regulations, and all other regulations of specific or temporary import.

Section 2. Standing regulations can be adopted in the following three ways:

- a. By order of the President of the College.
- b. By a majority of the Association.
- c. By an unanimous vote of the Student Council.

Section 3. Standing regulations can be nullified by the means outlined in Section 2 of this Article, with the exception that any regulation adopted by order of the President of the College can be nullified only by order from him.

Section 4. A three-fourths vote of the entire Association shall overrule the unanimous vote of the Student Council.

## ARTICLE XII

### Interpretation

The final interpretation of the Articles of this Constitution shall be by the President of the College or his designated authority.

## ARTICLE XIII

### Dean of Men

The Dean of Men shall be a member ex-officio of all committees.

## REGULATIONS FOR WOMEN

### Absences

1. From the campus for more than two hours:

Before leaving, a student registers her name, destination, time of departure, and expected hour of return on the blank provided in her corridor; and on returning, the time of her return.

2. For the evening in Mansfield:

Sophomores, Juniors, and Seniors return to the College at 10 P. M. Sunday through Thursday, and at 11 P. M. Friday and Saturday as long as their academic work is satisfactory. Freshmen of good academic standing may have this permission after the first nine weeks of the semester.

3. From the town of Mansfield:

Before leaving, except in the case of short hikes, a student secures the permission of her parents and of the Dean of Women. For trips to her home, a general permission is granted.

4. From the campus for the night:

Before leaving, a student secures the permission of her parents and of the Dean of Women.

5. From one's own room, but on the campus for the night:

A student wishing to spend the night in a room other than her own may do so Friday and Saturday nights provided she registers this intention with the Council member on her hall.

In September an absence permission blank is given to each student to be sent to her parents. Parents are requested to record their desires in this matter on these blanks and to mail them directly to the Office of the Dean of Women, where they are placed on file.

## GUESTS

For the night:

Students may entertain overnight guests in the dormitory whenever arrangements have been made in the Office of the Assistant Dean of Women before their arrival.

For meals:

Meal tickets may be purchased at the Office of the Assistant Dean of Women at the following rates:

Breakfast—30 cents.

Luncheon—40 cents.

Dinner —50 cents.

For social affairs:

All College dances and other social affairs are private, but students wishing to entertain guests on these occasions may secure guest cards from the Assistant Dean of Women. It is understood that guests are under the regulations of the College, and that the responsibility for acquainting guests with these regulations rests with the hostess.

## HIKING

By signing in the registration book on her corridor, women in groups of three or more may hike outside the borough limits during the day.

## HORSEBACK-RIDING

Because of the danger of accidents involved, permission of parents must be secured before students may go horseback-riding. Letters granting this permission are to be sent by the parents directly to the Office of the Dean of Women. Arrangements for each trip must be made in the Office of the Dean of Women.

## SPECIAL HOURS

Certain hours are designated as quiet hours to insure conditions satisfactory for study and rest. During these hours there is no playing of musical instruments, and reasonable quiet in all conduct is maintained.

### Quiet hours:

8:00 A.M.—12:00 M.	Monday to Saturday inclusive
1:00 P.M.— 4:00 P.M.	Monday to Friday inclusive
7:30 P.M.— 9:30 P.M.	Monday to Thursday inclusive
8:30 P.M.— 9:30 P.M.	Sunday
10:00 P.M.— 7:00 A.M.	Sunday to Thursday inclusive
11:00 P.M.	Friday to 7:00 A.M. Saturday
11:00 P.M.	Saturday to 9:00 A.M. Sunday

### Study hours:

7:30 P.M.— 9:30 P.M.	Monday to Thursday inclusive
8:30 P.M.— 9:30 P.M.	Sunday

### Radio hours:

12:00 M. — 1:00 P.M.	Monday to Thursday inclusive
4:00 P.M.— 7:30 P.M.	
9:30 P.M.—10:00 P.M.	
12:00 M. — 1:00 P.M.	Friday
4:00 P.M.—11:00 P.M.	
12:00 M. —11:00 P.M.	Saturday
9:00 A.M.— 8:30 P.M.	Sunday
9:30 P.M.—10:00 P.M.	

## LAUNDRY

The Mansfield Laundry does its work under approved hygienic conditions. Each student is allowed twelve pieces of plain laundry each week. An extra charge is made for laundry in excess of this amount.

Bags for outgoing laundry should be placed near the freight elevator on second floor not later than 8:00 A. M. Monday. Students may receive incoming laundry immediately after lunch on Friday and immediately after breakfast on Saturday.

A modern laundry room, adequately-equipped, is provided for women. Laundering is permitted at no other place in the building.

## LIGHTS

All students are urged to so arrange their schedules that they have eight hours of rest a night.

Lights are to be extinguished by 11:00 P. M. Sunday to Thursday inclusive, and by 11:20 P. M. Friday and Saturday. When a student returns from a social event or special function lasting beyond these times, her light may burn for twenty minutes after her return.

For the purpose of study, a few light permissions may be granted each semester with the approval of the Council member on the floor.

## CARE OF ROOMS

Because of the importance of pleasant surroundings and the value to the student in maintaining them, rooms are inspected and graded frequently. Room-ratings are incorporated in the personnel record of each student.

For sanitary and aesthetic reasons the following regulations should be observed:

1. Develop the habit of orderliness.
2. Make beds immediately after breakfast.
3. Sweep rugs on third arcade, on arcade near Post Office, or on South fire escape.
4. Hang all wall decorations from molding.

## SEWING ROOM

Two sewing machines are provided in Room 203, North Hall. Each student is responsible for leaving the room in good condition.

## SMOKING

Smoking by women while under the authority of the College is forbidden by the Women's Cooperative Government Association. Smoking not only constitutes a fire hazard in the College buildings, but also hampers women expecting to be teachers, since many School Boards in the Commonwealth do not engage women who smoke.

## SOCIAL REGULATIONS IN NORTH HALL

The Reception Room is the place provided by the College for women to entertain their friends. This is open to men and women at all times when North Hall is open. North Hall closes at 10:00 p. m., except on Friday and Saturday, when it remains open until 11:00.

Second-floor Well may be used as a reception room whenever such use would not limit the freedom of women living on second floor nor interfere in any way with the official work being done on that floor. These times have been defined as follows:

1. In the afternoon, until 1:00 every day except Saturday and Sunday, and on those days until 5:00.
2. In the evening, until 7:20.

First-floor Well may be used as a reception room when the space provided by the aforementioned places is inadequate. These times have been defined as follows:

1. In the afternoon, until 1:00 on all days except Sunday, and on that day until 2:00.
2. In the evening, until 7:20.

Exception: Tuesday and Thursday evenings are to be kept free from all social engagements until 7:30

in order that women may attend House Meetings and YWCA Meetings.

### TELEPHONE SERVICE

Telephone messages received in the Office of the Dean of Women before 9:30 P. M. will be delivered, but students cannot be called to the telephone. Telephone booths are available on the second floor of North Hall.

### REGULATIONS FOR MEN

1. Men may have radios in their rooms by securing permission from the Office of the Dean of Men.
2. Musical instruments shall not be played in the rooms during class periods or study hours. There shall be no music of any sort after 9:00 p. m. on week days, or at any time on Sundays.
3. There shall be no smoking in South Hall or on the campus at any time. Men may smoke in the smoking room in the "Y" Hut, or at the South entrance of the Gymnasium.
4. The entrance to South Hall shall be locked at 11:00 p. m., except Friday, Saturday, and Sunday, when it shall be locked at 12:00. Students entering after the doors are locked are required to "sign in." Any student coming in after 12:00 p. m. shall report to the Dean of Men or Student Council the following morning.
5. Tacks and nails shall not be driven into the plaster of the rooms. There is a molding supplied for hanging pictures and pennants.



## SOUTH HALL FIRE REGULATIONS

1. On discovering a fire in a College building, ring the nearest fire alarm. On hearing a fire-alarm signal, repeated short rings, prepare immediately to leave the building.
2. Members of the Men's Council shall act as directors of fire drills in South Hall.
3. Drills:
  - Men on south end of building use fire escape at that end of building.
  - Men on north end of building use fire escape at that end of building.
  - Men in alcove on third floor use fire escape at south end.
  - Men in alcove on fourth floor use fire escape at north end.

## EXTRA-CURRICULAR PROGRAM

The extra-curricular program at Mansfield is planned to give each student opportunity to participate in activities which will give expression to his interests and abilities and which will afford socially-constructive experiences for him. This program includes the work of many campus organizations; social activities of a formal, semi-formal, and informal nature; student-participating programs given in assemblies; a course of entertainment by artists; and a series of sound-motion pictures.

### CAMPUS ORGANIZATIONS

**The Men's and Women's Councils** are elected by the student body to maintain the purposes of the Students' Cooperative Government Association. Their work aims to make possible the release and the development of personality by providing opportunities for students to assume social responsibility, to make just decisions and wise choices, and to develop inner controls through increasing knowledge of themselves and growing conceptions of right and wrong.

#### Athletic Organizations

**The In'ercollegiate Athletic Teams** are maintained on the basis of non-professionalism and good-sportsmanship, and in accordance with the rules and regulations of the Pennsylvania Conference of State Teachers Colleges. Included in their activities are football, basketball, wrestling, baseball, and tennis. Schedules are so arranged that half of the games are played at home, affording the student body adequate opportunity to see the varsity teams in action. Every man may try out for a team and receive instruction in the fundamentals of the game.

**The Intramural Athletic Teams** afford every man an opportunity to engage in a sport to his liking. Among the most popular activities are basketball, swimming, tennis, badminton, and horseshoes.

**The Women's Athletic Teams** provide a similar opportunity for women, the activities including basketball, swimming, tennis, hockey, bowling, and hiking.

**The "M" Club** is made up of those men who have earned a varsity letter in one or more of the major sports. Its purposes are two-fold: to encourage wholesome living and good sportsmanship and to stimulate interest in athletics.

**The Women's Athletic Association** aims to advance the cause of physical education and recreation. Its meetings are devoted to health, games, and sportsmanship.

### **Dramatic and Literary Organizations**

**The Dramatic Club** is the principal histrionic organization at Mansfield. Each year through its activity a three-act play and several groups of one-act plays are presented to the public.

**The Carontawan Board**, chosen largely from the senior class, publishes the yearbook of the College, which is dedicated to the reflection and perpetuation of student life.

**The Flashlight Board**, selected from all classes and departments, publishes the College newspaper.

**The Handbook Staff** is made up of the Men's and Women's Councils and is concerned with compiling information about the College and its life, dedicated primarily to the freshmen.

**The Cadence Staff**, selected from students in the Music Education Department, produces a publication of interest to those in the field of public school music.

**The Emersonian Literary Society** is concerned with the intellectual development of its members. Membership is open to both men and women and is determined after careful consideration of applications.

## Musical Organizations

**The Men's Chorus** is made up of every male voice in the Music Education Department. Excellent results are achieved, and students become acquainted with a wealth of worthwhile material.

**The Mixed Chorus** is made up of every member of the Music Education Department, together with students from outside the department. Voice-blending and fine choral literature are studied, and at least one concert a year is presented. The aim of the chorus is to give every student a good background, so that he will be able to use discrimination in selecting his music when he goes into the teaching field.

**The Vested Choir** is an organization of selected mixed voices, which studies sacred and secular musical literature. Emphasis is placed on intonation, interpretation, and routine activities essential to fine ensemble singing. Much of the music is a capella.

**The Women's Chorus** offers opportunities for acquaintance with musical literature for unchanged voices. It aims to teach the students the principles of choral interpretation, through the study of a varied selection of choral compositions, both accompanied and a capella. It aims also to develop the technique of the chorister by means of regular rehearsals and public appearances.

**The Symphonic Band** acquaints the student with band literature, practical experience in rehearsal procedure, and standards for attainment in the field of instrumental music. It acquaints the student also with concert and broadcasting procedures and serves as a training laboratory for conducting out-of-town engagements and tours. Augmented, it offers experience in various field maneuvers.

**The Symphony Orchestra** is maintained to study and play great musical works, thereby adding to the cultural opportunities of the College. Outstanding symphonies are produced in concert each year on the campus and on tour.

**The Red and Black Serenaders** are the official student dance band which, under the sponsorship of the Music Education Department, plays an important part in the social and theatrical life of the College. The organization reflects the point of view that, since dance music is here to stay, it should be placed on as high a plane as possible.

**The Music Supervisors' Club** is composed of all instructors and students in the Music Education Department. It offers opportunities for discussion of new materials in the field.

### **Departmental, Social, and Religious Organizations**

**Kappa Delta Pi** is a national Education honor society which attempts to set up worthy scholastic and professional ideals and to recognize outstanding service in the field of teaching. Juniors and seniors having six semester hours of Education and ranking in the upper quartile of their class are eligible for membership.

**Phi Sigma Pi** is a national Education fraternity for men in teacher-training institutions. Its ideals are character, knowledge, and fellowship. Its personnel is limited to men of superior scholastic, professional, and social standing who have spent at least a year at the College.

**Sigma Zeta**, a national Science honor society, restricted to upperclassmen, seeks to recognize ability and accomplishment in the various branches of Science. Meetings, field trips, and special projects make active membership in the organization pleasurable and worthwhile.

**Pi Gamma Mu** is a national Social Studies honor society for juniors and seniors of high academic rating. The organization seeks to inculcate demonstrable social ideals and a scholarly interest in the field with which it is concerned.

**Phi Mu Alpha Sinfonia** is a national Music fraternity for men of superior musical ability and scholastic, professional, and social standing. The organization is dedicated to the interests of "the manly musician and the musicianly man" and endeavors to draw such persons into its organization.

**Omicron Gamma Pi** is a local sorority for all women enrolled in the Home Economics Education Department. A member of the American Home Economics Association, the organization keeps in close touch with national activities in its field.

**Lambda Mu** is a local sorority for women enrolled in the Music Education Department. Character, personality, and scholarship determine its personnel. The organization aims to take into its sisterhood those who will promote music by lending their talents for public performances.

**The YMCA**, to which all men are welcome, attempts to develop the individual spiritually, morally, and socially. Inspiring programs, consisting of music and timely discussions, are conducted weekly in the "Y" Hut.

**The YWCA** welcomes all women into membership and operates for their welfare. Meetings are conducted weekly in the special rooms of this organization. In these meetings the religious element receives the attention which its importance merits. Supplementing the devotional program are discussions on social problems, political questions, and College topics.

**The Gospel Team** is a group of men who are ready to aid in Christian work at all times. The organization is active not only on the campus, but also in the local churches and in those of neighboring communities.

**The Rurban Club** gives students an opportunity to participate in activities which stimulate an interest in rural community life. It helps prospective teachers to learn how to organize their programs, both in school and out, and engenders an enthusiasm for rural school teaching.

**The Forum** is a discussion group, organized to help students gain a better understanding of domestic and foreign affairs. Any one is eligible for membership who keeps sufficiently well-read to be able to take part in the informal monthly meetings.

**The Art Club** is an honor society for persons who attain an "A" grade in one semester of Art. It promotes an appreciation of the fine arts through the examination and creation of artistic objects. Of particular interest and value are work meetings, which influence the development of individual talent.

**The Latin Club** aims to promote interest and efficiency in the teaching of Latin. Various programs and other club activities stress the influence of past civilizations on the political, social, and religious world of today.

**The French Club** affords opportunities for students to hear and use the French language and to develop a knowledge of Gallic literature, art, music, and customs. Two years of high school French, or their equivalent, are required for membership.

**The Women Day Students' Club** gives women students not living on the campus a chance to become better acquainted with the extra-curricular side of College life, and with each other, through social gatherings of various sorts.

## POINT SYSTEM

The point system at Mansfield State Teachers College aims to distribute responsibilities and honors in extra-curricular activities among the maximum number of students, to assist students in balancing their curricular and extra-curricular activities, to develop competent leadership in the student body, and to promote efficiency in each activity.

For the accomplishment of these purposes, each recognized extra-curricular-activity office has been assigned a certain value in points, ranging from one to ten, the number determined by the amount of work entailed by that activity. A student may carry a maximum of ten points at one time.

For women, the point system is in charge of a committee of three members. The Secretary of Public Service, an officer elected by the Women Students' Cooperative Government Association, shall be the chairman. The other two members shall be appointed by the Chairman and shall be approved by the Women's Council. For men, the system is in charge of one member of the Men's Council.

It shall be the duty of the Chairmen of the Point System Committees to enforce the point system and, with the help of their committees, to record all activities of students in card catalogues containing a card for each student and kept in the office of the respective dean.

The secretaries of all student groups must submit lists of all members and all officers within one week after organization in the fall and within two days after admissions or elections whenever these occur during the year.



## DISTRIBUTION OF POINTS

<b>Women's Council</b>		<b>Men's Council</b>	
President .....	10	President .....	10
Vice President .....	7	Vice President .....	6
Secretary .....	6	Secretary .....	5
Treasurer .....	6	Treasurer .....	5
Secretary of Industry .....	6	Athletic Chairman .....	5
Sec. of Public Service .....	6	Dormitory Chairman .....	5
Social Chairman .....	6	Social Chairman .....	5
Chair. of Big Sisters .....	6	Downtown Reps. ....	5
Delegates-at-large .....	6		

<b>YWCA</b>		<b>YMCA</b>	
President .....	8	President .....	8
Vice President .....	6	Vice President .....	4
Secretary .....	4	Secretary .....	4
Treasurer .....	4	Treasurer .....	4
Cabinet Members .....	3	Cabinet Members .....	3

### Class Officers

	Freshman, Sophomore, Junior	Senior
President .....	4	6
Vice President .....	2	2
Secretary .....	2	2
Treasurer .....	2	2

<b>Carontawan</b>		<b>Flashlight</b>	
Editor .....	10	Editor .....	10
Business Manager .....	10	Associate Editor .....	4
Associate Editor .....	4	Flashlight Board.....	3
Carontawan Board.....	3		

### Greek Letter Organizations

Kappa Delta Pi	
Lambda Mu	President .....
Omicron Gamma Pi	Vice President .....
Phi Mu Alpha	Secretary .....
Phi Sigma Pi	Treasurer .....
Pi Gamma Mu	Chairman of Program Com.
Sigma Zeta	

## Other Organizations

Art Club		
Women Day Students' Club		
Dramatic Club		
Emersonian Literary Society	President .....	4
Foreign Affairs Forum	Vice President .....	3
French Club	Secretary .....	3
Latin Club	Treasurer .....	3
"M" Club		
Music Supervisors' Club		
Rurban Club		
Women's Athletic Club		

## SCHEDULE OF ELECTIONS

The elections and appointments to positions carrying points in student organizations shall take place on the following dates:

The Women's Council and the Men's Council .....	March 15
The Carontawan Editor and Business Manager .....	March 20
The Flashlight Editor and Business Manager .....	March 20
YWCA and YMCA Officers .....	March 25
Senior Class President .....	March 30
Omicron Gamma Pi and Kappa Delta Pi...	April 2
Lambda Mu, Phi Mu Alpha, and Sigma Zeta	April 5
Phi Sigma Pi and Pi Gamma Mu.....	April 8
All appointments for Publications' Staffs and Cabinet Members shall take place between the dates of April 1 and 8.	
Senior Class Officers (except President)....	April 10
Junior Class Officers .....	April 11
Sophomore Class Officers .....	April 12
Day Students' Clubs and Music Supervisors' Club .....	April 14
Art Club and Dramatic Club .....	April 16
Emersonian Literary Society, Foreign Affairs Forum, and French Club.....	April 18
Women's Athletic and Latin Club .....	April 20
Freshman Class Officers .....	October 15

Order for approval of candidates for nominations for all positions in extra-curricular activities carrying credit points:

1. The Adviser to the Organization
2. The Dean of Instruction
3. The Point-system Committee .
4. The Dean of Women
5. The Dean of Men
6. The President of the College

## WHO'S WHO IN CAMPUS ORGANIZATIONS

### Art Club

President .....	Jean Ream
Vice President .....	Ruth A. Chamberlain
Secretary .....	Erla Coit
Treasurer .....	Marian Newton
Faculty Adviser .....	Miss Murphey

### Carontawan Board

Editor-in-Chief .....	John Ramolonis
Business Manager .....	John Rosser
Photograph Editor .....	Brunswick Leonard
Assistant Editor .....	Charles Hughes
Assistant Business Manager .....	Joseph Cieslowski
Assistant Photo. Editor .....	Robert Lauver
Music Editor .....	Jean Karschner
Home Economics Editor .....	Ruth Brigham
Athletic Editor .....	Donald Avery
Art Editor .....	Gladyce Ganung
Feature Editor .....	Eleanor Tretheway
Club Editor .....	Jane Vollmer
Senior Class Editors .....	Lynn Jeffrey
.....	Ruth Stambaugh
Junior Class Editor .....	Virginia Fahey
Sophomore Class Editor .....	Ruth Hughes
Faculty Adviser .....	Mr. Cass

### Class of 1939

President .....	Robert Lupton
Vice President .....	Hannah Burdette
Secretary .....	Joseph Mainwaring
Treasurer .....	Barbara Ganung
Faculty Adviser .....	Mr. Cass

### Class of 1940

President .....	Robert Young
Vice President .....	John Peterson
Secretary .....	Annamary Scott
Treasurer .....	Joseph Cieslowski
Faculty Adviser .....	Mr. Chatterton

### Class of 1941

President .....	Wilton Doane
Vice President .....	Margery Canedy
Secretary .....	Alice Fisher
Treasurer .....	Wells Leonard
Faculty Adviser .....	Mr. Morgan

### Dramatic Club

President .....	Vern Casselbury
Vice President .....	Thomas Kerwan
Secretary .....	Lynn Jeffrey
Treasurer .....	Eleanor Whiteley
Faculty Adviser .....	Mr. Chatterton

### Emersonian Literary Society

President .....	
Vice President .....	Barbara Ganung
Secretary .....	Elizabeth Lee
Treasurer .....	Ruth Miller
Faculty Adviser .....	Mr. Cure

### French Club

President .....	Phyllis Keagle
Vice President .....	Geraldine Stocum
Secretary .....	Edna Gazdick
Treasurer .....	Jane Ely
Faculty Adviser .....	Mr. Manser

### Kappa Delta Pi

President .....	John Harbachuck
Vice President .....	Phyllis Keagle
Recording Secretary .....	Jean McClelland
Corresponding Secretary .....	Geraldine Stocum
Treasurer .....	Willis Spalding
Faculty Adviser .....	Dr. Doughton

### Lambda Mu

President .....	Jean Karschner
Vice President .....	Jean Webster
Secretary .....	Emma Wood
Corresponding Secretary .....	Gladys Morrison
Treasurer .....	Ruth Lawson
Faculty Adviser .....	Miss Brooks

### Latin Club

President .....	Jean McClelland
Vice President .....	Jeanne Brown
Secretary .....	Freda Thompson
Treasurer .....	Mary Douglas
Faculty Adviser .....	Miss Alice Doane

### M Club

President .....	Bernard Feldman
Vice President .....	Charles Davis
Secretary .....	Perry Yaw
Treasurer .....	Jess Jones
Faculty Adviser .....	Mr. Marvin

### Men's Council

(See Page 14)

### Music Supervisors' Club

President .....	Alden Bowser
Vice President .....	John Baynes
Secretary .....	Jean Karschner
Treasurer .....	Howard Anderson
Faculty Adviser .....	Mrs. Steadman

### Omicron Gamma Pi

President .....	June Hughes
Vice President .....	Lois McMillen
Secretary .....	Eleanor Whiteley
Treasurer .....	Tessie Pilch
Board Members.....	Hilda Cooper, Eleanor Tretheway, Jane Martin, Ethel Dimmick, Ruth Stambaugh, Mary Bixler.
Faculty Adviser .....	Miss Ericksen

### **Phi Mu Alpha Sinfonia**

President .....	Delbert Vosburg
Vice President .....	Penn Minerd
Secretary .....	John Baynes
Treasurer .....	Howard Sickler
Faculty Adviser .....	Mr. Greeley

### **Phi Sigma Pi**

President .....	Robert C. Smith
Vice President .....	Robert Norris
Secretary .....	Donald Avery
Treasurer .....	Vern Casselbury
Historian .....	Charles Hughes
Sergeant-at-Arms .....	Robert Young
Chaplain .....	Allen Barrett
Faculty Adviser .....	Dr. Feig

### **Pi Gamma Mu**

President .....	Daniel Cordelli
Vice President .....	Lewis Joseph
Secretary .....	Jeanne Brown
Treasurer .....	Lorna MacCrumb
Faculty Adviser .....	Dr. Feig

### **Rurban Club**

President .....	Joseph Cieslowski
Vice President .....	John Pratt
Secretary .....	Bernice Farnham
Treasurer .....	Ruth Stambaugh
Faculty Adviser .....	Dr. Stout

### **Sigma Zeta**

President .....	Charles Anderson
Vice President .....	Janet Alger
Secretary-Treasurer .....	Jeanette Anderson
Faculty Adviser .....	Mr. Alger

### **Women's Athletic Club**

President .....	Emma Goodwin
Vice President .....	Jane Vollmer
Secretary .....	Tessie Pilch
Treasurer .....	Phyllis Wilcox
Faculty Adviser .....	Mrs. Ashbrook

## Women's Council

(See Page 14)

### Women Day Students' Club

President .....	Harriet Carson
Vice President .....	Ruth Hughes
Secretary .....	Dorothy Majchrzak
Treasurer .....	Lucille Cleveland
Faculty Adviser .....	Miss Wasley

### YMCA

President .....	Donald Moody
Vice President .....	Charles Jacobson
Secretary .....	Duane Cool
Treasurer .....	Joseph Mainwaring
Chairman of Gospel Team .....	Vern Casselbury
Devotional Secretary .....	Robert Lewis
Musical Director .....	Ben Gwinn
Flashlight Reporter .....	Elmer Stevens
Program Chairman .....	John Pratt
Secretary of Hi-Y .....	Jack Yeager
Faculty Advisers .....	Dr. Gwinn, Dr. Steele

### YWCA

President .....	Erla Coit
Vice President .....	Mary Kavanaugh
Secretary .....	Onalee Griggs
Treasurer .....	Dorothy Wilcox
Assistant Treasurer .....	Ruth Buck
Music .....	Jean Karschner
Social .....	Lynn Jeffery
Finance .....	Ethel Dimmick
Membership .....	Melva Hess
Property .....	Elizabeth Lee
Flashlight Reporter .....	Lucy Henninger
Publicity .....	Avis MacMullen
World Fellowship .....	Geraldine Stocum
Undergraduate Representative .....	Catherine English
Faculty Adviser .....	Miss Grigsby



## SOCIAL CALENDAR—SEPTEMBER 1938

Wednesday	Sept. 14	7:30 P.M.	Party for Freshmen in Gymnasium
Thursday	Sept. 15	8:00 P.M.	Movie in Straughn Hall
Friday	Sept. 16	8:00 P.M.	Faculty Reception for Students in Gymnasium
Saturday	Sept. 17	3:30 P.M.	Big and Little Sis- ter Tea in YWCA Room
		7:30 P.M.	Stunt Party in Gym- nasium
Sunday	Sept. 18	2:00 P.M.	YWCA Visitations
		3:00 P.M.	YWCA Tea in YWCA Room
		6:15 P.M.	Vesper Service: President Noonan, Speaker
Monday	Sept. 19	6:45 P.M.	All-College Sing
Tuesday	Sept. 20	9:45 P.M.	Hall Parties
Wednesday	Sept. 21	6:45 P.M.	Dance in Gym.
Thursday	Sept. 22	6:45 P.M.	YWCA and YMCA Meetings
Friday	Sept. 23	6:45 P.M.	Dance in Gym.
		8:00 P.M.	Movie in Straughn Hall
Saturday	Sept. 24	3:00 P.M.	Freshman Picnic
		8:00 P.M.	YMCA and YWCA Reception in Gym.
Sunday	Sept. 25	3:30 P.M.	Joint Council Tea in YWCA Room
Monday	Sept. 26	6:45 P.M.	Dance in Gym.
Tuesday	Sept. 27	6:45 P.M.	House Meetings
Wednesday	Sept. 28	6:45 P.M.	Dance in Gym.
Thursday	Sept. 29	6:45 P.M.	YWCA and YMCA Meetings
Friday	Sept. 30	6:45 P.M.	Dance in Gym.
		8:00 P.M.	Movie in Straughn Hall

## **SOCIAL PROGRAM**

The social program at Mansfield State Teachers College aims to provide adequate experiences for all students in a variety of social situations. The program ranges from informal recreational group-activities to those which are formal. Opportunities are given students not only to participate in these activities, but also to assist in planning them.

Inasmuch as supervision of social affairs rests in the Office of the Dean of Women, detailed plans for all formal affairs are submitted for approval to the Dean of Women two weeks in advance; plans for informal affairs, to the Assistant Dean of Women one week in advance. Requests for places on the monthly social calendar should be submitted to the Dean of Women not later than the fifteenth of the preceding month.

## **ASSEMBLIES**

Assemblies are conducted regularly in Straughn Hall at 10 a. m. on Tuesday and Thursday. These constitute demonstrations to prospective teachers of instructional and entertaining programs involving groups of different age-levels and of varied abilities. In connection with these assemblies, professional talent is presented from time to time, as are newsreels and other sound-motion picture materials.

## **ARTISTS COURSE**

For many years it has been the policy of Mansfield State Teachers College to provide professional entertainment of a high quality for its personnel and patrons. In the coming year the Artists Course will include numbers of a lecture, dramatic, and musical nature. For students, there is no special charge for these presentations.

## **SOUND-MOTION PICTURE SERIES**

Supplementing the Artists Course is an intensive Sound-Motion Picture Series, based on the best products of the foremost studios. Planned not only for entertainment, but also for educational purposes, the program enjoys the endorsement and support of students, instructors, and the general public alike. Again, there is no special charge for students.

## **SUGGESTIONS**

Learn the names of as many students as possible.  
Speak to everybody.

Visit faculty members.

Remember that a low, modulated voice never displeases.

Remember the home and the family you represent.

Make a regular schedule for your study periods.

Do all your work on week days; you need one day of rest in every seven.

Avoid unnecessarily late hours.

Stay on the campus most of the week-ends.

Attend a Mansfield church.

Engage in athletics of some sort.

Engage in some "Y" work.

Keep a systematic budget of expenses.

Sit in the front of the auditorium.

Listen to the musical interludes in assembly.

Read the bulletin boards each day.

## **FINANCIAL ASSISTANCE**

Students may obtain information in regard to financial assistance from the Dean of Women or the Dean of Men.

## **LOST-AND-FOUND DEPARTMENT**

A Lost-and-found Department is maintained in the Office of the Assistant Dean of Women.

MEMORANDUM

TO: THE BOARD OF DIRECTORS

FROM: [Illegible]

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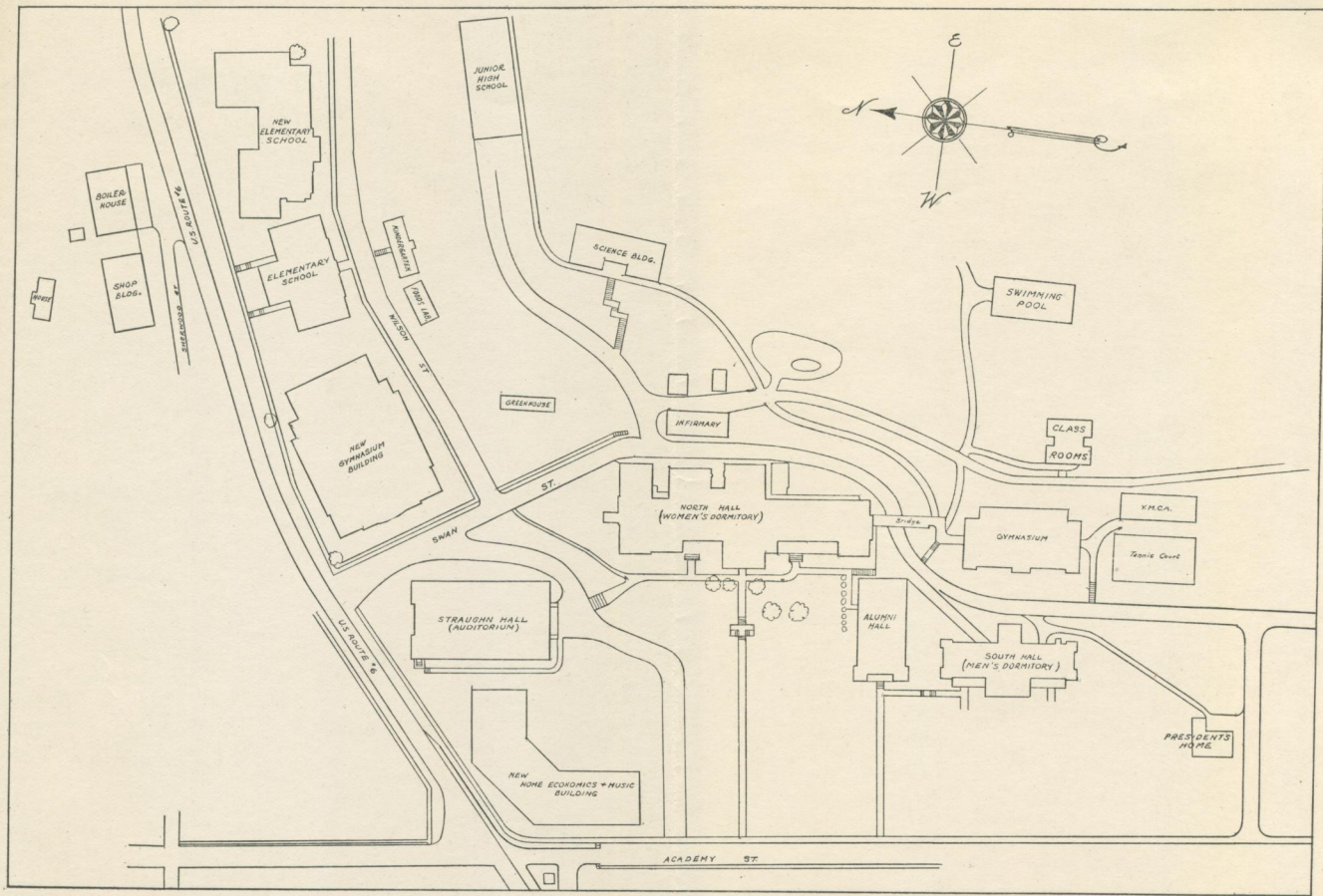
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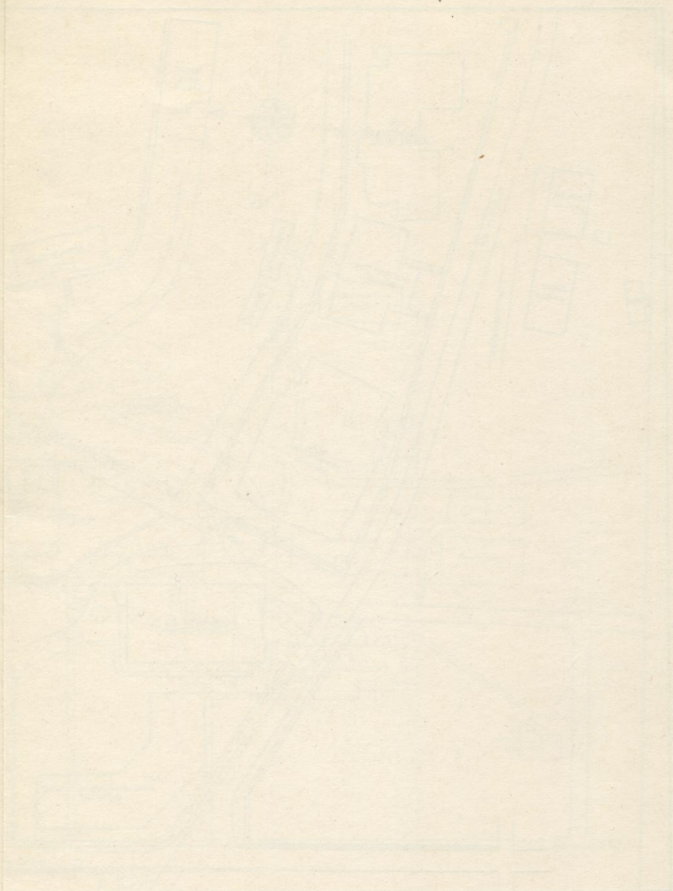
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Map of Grounds and Buildings



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